



SYSTEM CHANGE: CLTS WAIVERS WAIT LIST PPS MODULE

Effective May 26, 2015, the Children's Long-Term Supports (CLTS) Wait List Program Participation System (PPS) Module has been updated to allow the "Wait List Start Date" field to accommodate the initial date of contact that a child or family has made with a waiver agency.

Previously, the system used the "Functional Screen Begin Date" from the Functional Screen Information Access (FSIA) system to establish the "CLTS Wait List Start Date." The system change aligns with the existing wait list policies described in the [Wisconsin Home and Community-Based Waiver Manual, Chapter I, Page I-6](#).

The system will now require the "Wait List Start Date" to reflect the date the family, or representative of the child, contacted the waiver agency to inquire about available CLTS services.

Change:

When the "Wait List Start Date" is added or edited, a validation message will occur,

The following events have occurred:



PP419: Ensure the child's Wait List 'Start Date' is the waiver agency's "initial date of contact" with the family or referral source.

Once the start date is correctly entered, the user can continue to save the data by clicking



Return

or otherwise navigating off the page.

The child still must be determined functionally eligible through the CLTS Functional Screen to be added to the CLTS Wait List.